

Yellow Medicine County Board Meeting Minutes
June 11, 2019

Chairman Greg Renneke called this regular meeting of the Yellow Medicine County Board to order at 9:00 a.m. with Commissioners Glen Kack, Gary Johnson, Ron Antony, John Berends and Greg Renneke present. Also present were County Administrator Angie Steinbach, County Attorney Keith Helgeson, Finance and Administration Deputy Ashley Soine, Marshall Independent reporter Jim Muchlinski and Advocate Tribune reporter Noah Lusti.

Pledge of Allegiance

Approve Agenda 06-11-19-01 Motion by Commissioner Johnson and seconded by Commissioner Berends to approve the agenda with the following additions: add resignation of Brooke Maxwell, Correctional Officer/Dispatcher to the Consent Agenda and add replacement of Correctional Officer/Dispatcher to the Consent Agenda. Motion carried with all voting in favor.

Consent Agenda 06-11-19-02 Motion by Commissioner Antony and seconded by Commissioner Kack to approve the consent agenda items as follows: May 21, 2019 Strategic Planning meeting minutes; May 28, 2019 County Board meeting minutes; approval of tobacco licenses as presented; Annual e-mail encryption services; consideration of permanent status for employees; hiring of Alex Villarreal, Jr. as a seasonal Light Equipment Operator, his salary will be grade 8, step 1, his start date is June 12, 2019; hiring of Andrew Danielson as a seasonal Light Equipment Operator, his salary will be grade 8, step 1, his start date is June 12, 2019; resignation of Brooke Maxwell, Correctional Officer/Dispatcher; replacement of Correctional Officer/Dispatcher. Motion carried with all voting in favor.

Citizen Comments None

Approval of Disbursements/Review Auditor's Warrants 06-11-19-03 Motion by Commissioner Johnson and seconded by Commissioner Berends to approve the commissioner warrants for the following amounts: \$46,009.01 Ditch Fund, \$105,268.39 Revenue Fund, \$91,947.41 Road & Bridge Fund, \$85,801.59 Human Services Fund; and acknowledged review of the Auditor's warrants. An itemized listing of all warrants over \$2,000 and an aggregate total for warrants under \$2,000 are published on the County website under the Finance & Administration Department. Motion carried with all voting in favor.

Commissioners' Report Commissioner Kack reported on Area II/RCRCA and Labor Management. Commissioner Berends reported on PrimeWest, AMC District meeting and discussion with the City of Granite Falls regarding the bath house at Memorial Park. Commissioner Johnson reported on PrimeWest, mediation in St. Paul, Clarkfield City Council meeting, Upper Minnesota Valley Regional Development Commission, Townhall meeting, AMC District meeting, 6W Community Corrections and parks. Commissioner Antony reported on PrimeWest, AMC District meeting and 6W Community Corrections.

Administrator Steinbach's report included meetings attended, current projects being worked on and future meetings to attend. Administrator Steinbach's report is included in the Board packet.

Regular Agenda

Fairground Improvement Projects 06-11-19-04 Administrator Steinbach presented information regarding projects to be completed at the fairgrounds. Motion by Commissioner Antony and seconded by Commissioner Kack to approve the expenditures for repairs and accept the lowest of the two quotes for material. Motion carried with all voting in favor.

Safe Avenues Funding Request 06-11-19-05 Jen Johnson, Executive Director of Safe Avenues, presented to the board. Motion by Commissioner Antony and seconded by Commissioner Berends to approve \$2,000 towards Safe Avenues funding in the 2020 budget. Motion carried with all voting in favor.

Parks Reservation System 06-11-19-06 Finance Manager Lacey Rigge and Administrator Steinbach presented the ResNexus parks camping reservation system. Motion by Commissioner Johnson and seconded by Commissioner Antony to approve the ResNexus parks camping reservation system in the amount of \$74.25 per month. Motion carried with all voting in favor.

The board recessed for break at 10:16 a.m.

The board reconvened at 10:32 a.m.

Contract Approval 06-11-19-07 Andy Sander, County Engineer, presented three bids for S.P. 087-619-004 and 087-608-027 (CSAH 8 and 19). Motion by Commissioner Johnson and seconded by Commissioner Berends to approve the low bid from Duininck, Inc. in the amount of \$1,318,861.60 for S.P. 087-619-004 and 087-608-027 (CSAH 8 and 19), pending state and federal approval. Motion carried with all voting in favor.

Motor Grader Purchase 06-11-19-08 Motion by Commissioner Antony and seconded by Commissioner Kack to approve the purchase of a Caterpillar 12M3 AWD Motor Grader from Ziegler in the amount of \$306,105.91 (includes the difference of trade-in and current repair bill). This is a state bid. Motion carried with all voting in favor.

Open Public Hearing 06-11-19-09 Motion by Commissioner Antony and seconded by Commissioner Berends to open the public hearing at 10:57 a.m. for the five-year Highway Capital Improvement Plan. Motion carried with all voting in favor.

Andy Sander, Dan Moravetz and Larry Stoks, Highway Department, presented the five-year Highway Capital Improvement Plan.

Close Public Hearing 06-11-19-10 Motion by Commissioner Berends and seconded by Commissioner Antony to close the public hearing at 11:09 a.m. Motion carried with all voting in favor.

Five-year Highway CIP 06-11-19-11 Motion by Commissioner Antony and seconded by Commissioner Berends to adopt the Highway Department's five-year Capital Improvement Plan. Motion carried with all voting in favor.

Open Public Hearing 06-11-19-12 Motion by Commissioner Antony and seconded by Commissioner Kack to open the public hearing at 11:10 a.m. for Yellow Medicine County Highway Department's ADA (Americans with Disabilities Act) plan. Motion carried with all voting in favor.

Andy Sander, Dan Moravetz and Larry Stoks, Highway Department, presented the County's ADA plan.

Close Public Hearing 06-11-19-13 Motion by Commissioner Antony and seconded by Commissioner Berends to close the public hearing at 11:13 a.m. Motion carried with all voting in favor.

ADA Plan 06-11-19-14 Motion by Commissioner Berends and seconded by Commissioner Kack to adopt the Highway Department's ADA (Americans with Disabilities Act) plan. Motion carried with all voting in favor.

TRT Ad Hoc Committee 06-11-19-15 Wayne DeBlieck, Chief Deputy Sheriff, requested to form a committee to discuss the Technical Rescue Team equipment and how to disband the team. Motion by Commissioner Johnson and seconded by Commissioner Berends to form an ad hoc committee to discuss the possibility of disbanding the Technical Rescue Team and what to do with the equipment. Commissioner Antony was appointed to the committee. Motion carried with all voting in favor.

Resolution #17-2019 06-11-19-16 Lacey Rigge, Finance Manager, discussed consideration of a resolution declaring participations in the Performance Measurement Program and filing of the 2018 Performance Measurement Program reporting requirements. Motion by Commissioner Antony and seconded by Commissioner Kack to approve resolution #17-2019 which declares participation in the Performance Measurement Program and filing of the 2018 Performance Measurement Program reporting requirements. Motion carried with all voting in favor.

Technology at Highway Shops 06-11-19-17 Dennis Pederson, IT Coordinator, discussed installing hardware firewalls at the Canby, Porter and Wood Lake Highway Shops and adding Midco internet service at the Porter and Canby Highway Shops. Motion by Commissioner Antony and seconded by Commissioner Berends to approve the installation of hardware firewalls at the Canby, Porter and Wood Lake Highway shops (\$2,640 initial cost from the Computer Man) and adding new Midco internet service at the Porter and Canby Highway Shops (\$150 installation with \$85 per month reoccurring charge). Motion carried with all voting in favor.

Oshkosh Section 15 Diversion Ditch 06-11-19-18 County Attorney Helgeson, Finance Manager Rigge, Planning & Zoning/Ditch Administrator Chris Balfany and Highway General Maintenance Supervisor Larry Stoks presented information on the Oshkosh Section 15 Diversion Ditch. Motion by Commissioner Antony and seconded by Commissioner Kack to move forward with the DNR permit and to direct staff to compile a list of costs for the repair of the Oshkosh section 15 Diversion Ditch. Motion carried with all voting in favor.

Tyler Knutson, Yellow Medicine Soil and Water Conservation District, gave an update.

The board recessed for lunch at 12:08 p.m.

The board reconvened at 1:00 p.m.

Kaitlynn Zetah and Brian Hanson, Correctional Officers/Dispatchers, were introduced to the board.

Clarkfield School 06-11-19-19 Janel Timm, Property and Public Services Director, gave an update on the Clarkfield school. Motion by Commissioner Johnson and seconded by Commissioner Kack to proceed with the Base Bid (demolition of the school but leave the gymnasium) with Frattalone and allow the property/building to be auctioned off. Motion carried with Commissioners Antony, Renneke, Johnson and Kack voting in favor and Commissioner Berends voting against (by roll call).

The board directed Janel Timm, Property and Public Services Director, to schedule a meeting with IEA regarding the asbestos report. Ms. Timm will also request an extension to the timeline.

Lacey Rigge, Finance Manager, gave an update on the 2018 Year End Financials (unaudited) and a Year to Date Financial update.

Granite Falls Mayor Dave Smiglewski and Granite Falls City Administrator Crystal Johnson discussed the old bath house property at Memorial Park. The city is requesting clean-up of the sidewalk where the old bath house was and to possibly transfer the property to the city. After discussion, since the clean-up of the sidewalk is a priority for the city, the city offered to do the clean-up of the sidewalk at no cost. A meeting will be set up between the city and county (Administrator Steinbach and Commissioner Berends) to discuss the possibility of transferring a portion of the land to the City of Granite Falls.

Close Meeting 06-11-19-20 Motion by Commissioner Berends and seconded by Commissioner Johnson to close the meeting at 2:04 p.m. The meeting was closed pursuant to Minnesota Statute 13D.05 based upon the attorney-client privilege to discuss a Human Rights Charge and to discuss the merits of the case and mediation. Those present were the County Board members, County Administrator Angie Steinbach, County Attorney Keith Helgeson, County Finance and Administration Deputy/HR Coordinator Ashley Soine and Ann Goering, Labor Attorney (by phone). Motion carried with all voting in favor.

Open Meeting 06-11-19-21 Motion by Commissioner Antony and seconded by Commissioner Berends to open the meeting at 2:29 p.m. Motion carried with all voting in favor.

06-11-19-22 Motion by Commissioner Berends and seconded by Commissioner Johnson to proceed forward as discussed and to give Ann Goering authorization to proceed as directed. Motion carried with all voting in favor.

Commissioner Antony left the meeting.

Historical Society County Property 06-11-19-23 Motion by Commissioner Johnson and seconded by Commissioner Kack to table the YMC Historical Society County property discussion until a future board meeting. Motion carried with all voting in favor.

Departmental Analysis 06-11-19-24 Motion by Commissioner Johnson and seconded by Commissioner Berends to approve the Departmental Analysis for the Highway Department with David Drown and Associates in the amount of \$11,000. Motion carried with all voting in favor.

Personal Use of County Vehicles 06-11-19-25 Administrator Steinbach presented information on the policy regarding personal use of county vehicles. Motion by Commissioner Johnson and seconded by Commissioner Berends that after review of the County's policy, to direct staff to not use county vehicles for personal use. Motion carried with all voting in favor.

Extension of RJ Temp Position 06-11-19-26 Motion by Commissioner Johnson and seconded by Commissioner Kack to approve the extension of the temporary Restorative Justice position for approximately two additional weeks. The costs associated with this are still within the budgeted amount. Motion carried with all voting in favor.

Closed Session 06-11-19-27 Motion by Commissioner Berends and seconded by Commissioner Johnson to close the meeting at 2:47 p.m. The meeting was closed under Minnesota Statute 13D.05 to discuss Administrator Steinbach's performance evaluation. Those present were the County Board members, County Administrator Angie Steinbach, County Attorney Keith Helgeson and County Finance and Administration Deputy/Human Resources Coordinator Ashley Soine.

Open Regular Meeting 06-11-19-28 Motion by Commissioner Johnson and seconded by Commissioner Berends to open the regular meeting at 2:57 p.m. Motion carried with all voting in favor.

Administrator Review 06-11-19-29 The Board summarized the closed meeting. Administrator Steinbach met expectations on all categories. Goals for the upcoming year were discussed. Motion by Commissioner Berends and seconded by Commissioner Kack to approve the satisfactory performance review for Administrator Steinbach. Motion carried with all voting in favor.

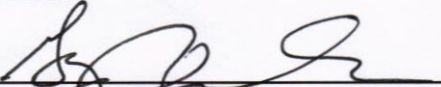
Other Business None

Informational None

Review of Upcoming Meetings and Events The Board reviewed upcoming meetings and events.

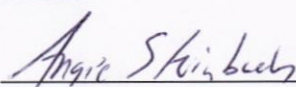
Adjourn 06-11-19-30 Motion by Commissioner Berends and seconded by Commissioner Kack to adjourn at 2:58 p.m. Motion carried with all voting in favor.

Witness:



Greg Renneke, Chair

Attest:



Angie Steinbach, County Administrator